

THE TRAVANCORE CEMENTS LIMITED
(A Government of Kerala Undertaking)
NATTAKOM, KOTTAYAM – 686 013.

**APPOINTMENT OF SENIOR MANAGER (PERSONNEL & ADMIN) /
MANAGER (PERSONNEL & ADMIN)**

03 .02.2018

Applications are invited from competent candidates who possess the required qualification for the post of **SENIOR MANAGER (PERSONNEL & ADMIN) / MANAGER (PERSONNEL & ADMIN)** in The Travancore Cements Ltd., Nattakom, Kottayam.

- Qualification : i) Degree from a recognized University
ii) MBA (HR) / MSW
- Age : Between 30-40 years
- Experience : 3-5 years post qualification experience in middle management cadre in PUSs of repute with sufficient exposure in HR, Industrial Relation Welfare & Administration functions for **Manager (Personnel & Admin)**.
OR
5-10 years in senior management cadre in PSUs of repute with sufficient exposure in HR, Industrial Relation Welfare & Administration functions for **Senior Manager (Personnel & Admin)**.
- No. of vacancy : 1 No. (One)
- Scale of Pay (Under Revision) :
Grade –M3 : Sr. Manager (P&A) - Rs.13610-380-16650-450-20700 **OR**
Grade –M4 : Manager (P&A) - Rs. 12930-340-13610-380-16650-450-20250
- Total emoluments at the minimum of the scale : Senior Manager (P&A) - Rs.48316/- (appr.) **OR**
: Manager (P&A) - Rs.45902/- (appr.)
(Besides the above, selected candidates shall be eligible for PF, Gratuity, HRA, Conveyance Allowance (depends on the status of vehicle owned), Canteen Allowance etc.)

Company reserves the right to make recruitment in a suitable position/grade depends upon the qualification and experience of candidates. The application along with Bio–Data and copies of documents to prove, age, educational qualifications and experience may be sent to the Chairman & Managing Director, The Travancore Cements Limited, Nattakom, Kottayam 686013 so as to reach on or before 24/02/2018. In the case of suitable candidates relaxation in upper age limit will be considered.

Applications submitted without copies of relevant certificates & documents will not be considered.

For The Travancore Cements Limited

**Sd/-
Chairman & Managing Director**